

DSW IMPACT REQUIRMENTS

MS. JO SMITH
55TH CIVIL ENGINEER
SQUADRON
OFFUTT AFB NEBRASKA

BACKGROUND

- POWER TEAM

- GOAL

- SHORTEN AVERAGE DSW COMPLETION FROM 30 DAYS TO 20 DAYS
- MAKE PURCHASING OF MATERIALS EASIER AND QUICKER

BACKGROUND

- HOW TO ACCOMPLISH GOAL
 - ELIMINATE BOM AND CSL'S FOR DSW'S UNDER \$2,500
 - GIVE FOREMAN IMPAC CARDS TO PURCHASE DSW MATERIAL ONLY
 - ALL TOOLS, STORE STOCK, HAZARDOUS MATERIAL AND ADMIN SUPPLIES TO LOGISTICS

BACKGROUND

- ALL WORK ORDERS AND DSW'S OVER \$2,500 ARE PURCHASED USING CSL'S AND BOMS'

DSW IMPACT REQUIREMENTS

- WHY THIS SYSTEM
WORKS

- REDUCTION IN TIME
 - REDUCTION IN
PERSONNEL INVOLVED
- REDUCTION IN WORKLOAD

DSW IMPAC REQUIREMENTS

- STEPS IN PROCESSING DSW REQUIREMENTS
 - IDENTIFICATION OF MATERIAL REQUIREMENTS
 - CHECKS STORE STOCK AND RESIDUE
 - IF MATERIAL IS ON HAND, MATERIAL REQUIREMENTS ARE MET
 - IF NOT?????

DSW IMPAC REQUIREMENTS

- RESEARCH AVAILABILITY OF ITEM
- PREPARES APPROVAL OF MATERIAL FORM
- GIVES TO FOREMAN

REQUEST FOR APPROVAL OF MATERIALS					
CRAFTSMAN'S NAME/PHONE # _____ / _____ / _____					
OFFICE SYMBOL: _____					
WORK ORDER # _____	SHOP CODE: _____		CHECK SHOP STOCK: Y ___ N ___		
			ON HAND IN GOCSS: Y ___ N ___		

CSL	QTY	P/N	NOUN	QUOTED PRICE	EXTENDED PRICE

EXTENDED TOTAL _____

VENDOR _____ ADDRESS _____ ZIP _____
PHONE _____ SALESPERSON _____

APPROVAL SECTION

FOREMAN _____ SUPERINTENDENT/CEO _____
(1500.00 APPROVAL LIMIT)

I certify, to the best of my knowledge, a suitable recycled building product can/cannot be utilized on this WO-DSW.

Requester's Signature: _____

ADDITIONAL INFORMATION: _____

DSW IMPAC REQUIREMENTS

- FOREMAN CALLS TO VERIFY AVAILABILITY OF FUNDS
- FUNDS AVAILABLE: FOREMAN RECEIVES A CONTROL NUMBER FOR EACH VENDOR PURCHASE FROM IMPAC LOG BOOK
- THIS AUTHORIZES FOREMAN TO MAKE PURCHASES

DSW IMPAC REQUIREMENTS

- CONTROL NUMBERS ARE WRITTEN ON THE ORDER FORMS
- FOREMAN TELEPHONES ORDER IN
- IF VENDOR HAS REQUIREMENTS ON HAND: IT IS PICKED UP OR DELIVERED TO FOREMAN
- IF NOT: DELIVERED TO CE LOGISTICS RECEIVING AREA

DSW IMPAC REQUIREMENTS

- IF VENDOR DELIVERS:
 - INVOICE SHOULD CONTAIN BOTH THE CARD HOLDERS NAME AND CONTROL NUMBER TO IDENTIFY WHERE THE MATERIAL GOES.
- AFTER PICK UP:
 - FOREMAN WILL GIVE THE MATERIAL TO THE APPROPRIATE CRAFTSPERSON

DSW IMPAC REQUIREMENTS

- FOREMAN MAKES COPY OF THE VENDORS INVOICE, SENDS TO LOGISTICS
- LOGISTICS PROCESSES A NON CEMAS TRANSACTION (PF25)
- FOREMAN ALSO ATTACHES THE ORIGINAL INVOICE TO THE REQUEST FOR APPROVAL OF MATERIALS FORM

DSW IMPAC REQUIREMENTS

- UPON RECEIPT OF EOM
STATEMENT:

- ACCOMPLISH 100% VALIDATION
- RESOLVE DISCREPANCIES IF ANY
- ANNOTATE DISCREPANCIES AND
ACTION TAKEN

DSW IMPAC REQUIREMENTS

- IMPAC EOM
STATEMENT ALONG
WITH SUSPENSE
DOCUMENTS ARE
FORWARDED TO THE
APPROVING OFFICIAL

DSW IMPAC REQUIREMENTS

■ APPROVING OFFICIAL:

- RECEIVES THE BILLING ACCOUNT STATEMENT (R90)
 - VALIDATES
- FORWARDS TO ACCOUNT LIAISON
 - ATTACHES REBUTTALS IF ANY
- FILES R90 BY MONTH FOR 3 YEARS

ADVANTAGES

■ COMPLETION TIME

- OLD WAY

- 30 DAYS AVERAGE DSW COMPLETION
- 55TH CIVIL ENGINEER GOAL WAS 20 DAYS
- AVERAGE DSW PER MONTH: 900

- NEW WAY

- 12 DAYS AVERAGE DSW COMPLETION
- EXCEEDED GOAL
- AVERAGE DSW PER MONTH: 900

ADVANTAGES

- BETTER CUSTOMER SATISFACTION
- NO WRONG MATERIAL
- NO RESIDUE

QUESTIONS
?

THANK YOU